

The Dubuque Human Rights Department



The Department is responsible for enforcing Chapter 27 of the Dubuque Code of Ordinances. Enforcement efforts are guided by the Dubuque Human Rights Commission Administrative Rules.

The Department also acts as a catalyst for the prevention of discrimination by engaging in outreach & education activities.



Shining the Spirit.

Human Rights Department
City Hall Annex - 1300 Main St.
Dubuque, IA 52001
Phone: 563.589.4190
Fax: 563.589.4299

D·U·B·U·Q·U·E HUMAN RIGHTS COMMISSION



**WORKSHOP:
Making Sense of
Civil Rights Law
for Small Business**

The Workshop



Making Sense of Discrimination Law

The Dubuque Human Rights Department recognizes that small businesses do not have the resources large businesses have to understand and address human relations and discrimination issues.

In an attempt to make it easier to own a small business in Dubuque, we want to offer you a resource: us. The Human Rights Department offers a workshop for small business owners, managers, supervisors, and/or employees on how to make sense of civil rights law.

Content

Workshop Content will vary based on your business' needs. Generally, it will contain information that will cover the 5 points on the next page.

At the same time, you have the option for certain topics to be covered in greater depth. Some of the topics include:

- ★ Americans with Disabilities Act:
 - Construction Requirements
 - Direct Threat
 - Reasonable Accommodation:
 - Employees
 - Customers
- ★ Accommodating religious practices
- ★ Harassment/
Hostile Work Environment
- ★ Retaliation
- ★ Consumer Racial Profiling



You Will Learn ...

1. Rights and responsibilities under civil rights law
2. Complaint & investigation process
3. Records to keep
4. Tips to avoid violating civil rights laws
5. Working with individual differences

Take advantage of this program by contacting your Human Rights Department to schedule a date and time for a workshop: 563.589.4190 or cspinoso@cityofdubuque.org, or for more information about the department, check out the Human Rights page at: www.cityofdubuque.org